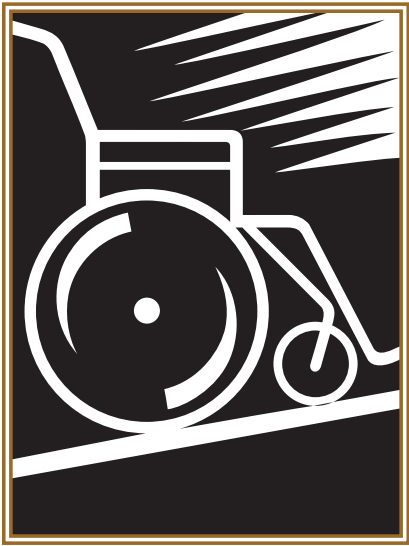




# RAMPS for ACCESSIBILITY

Department of  
Community Development  
**Bureau of Buildings & Zoning**

City of Rochester, New York



*The information in this brochure is a general overview.  
Certain applications may require more in-depth analysis.*

## GENERAL INFORMATION REQUIRED

When applying for a ramp permit you will need:

- Property owner's name, address and phone number
- Applicant's name, address and phone number
- If applicable, Contractor and/or plan preparer's name, address and phone number
- Project description, including size and location of ramp
- Workers' Compensation Insurance Certificate or waiver

If installer is homeowner or individual contractor without Workers' Compensation insurance, a waiver, available in the permit office, may be substituted for certificate

If contractor has employees, a Certificate of Workers' Compensation must be provided, naming the City of Rochester as certificate holder and addressed to:

City of Rochester  
Permit Office  
Room 121B City Hall  
30 Church Street  
Rochester, New York 14614

## MAPS & DRAWINGS REQUIRED

- Two (2) copies of Instrument Survey Map for subject property
- Two (2) copies of construction details, drawn to scale, including footings/foundation, plans and elevations. If ramp is located on structures other than one or two family dwellings and/or higher than 30", drawings signed & sealed by a design professional licensed in the State of New York

### FEES

The fee is based on the contractor's written cost estimate of the project or given a cost estimate of \$10.00 per square foot if there is no written estimate. The following table indicates typical permit fees according to the cost estimate:

Cost Estimate	Permit Fee
\$0-\$2,000	\$50.00
\$2,001-\$4,000	\$70.00
\$4,001-\$6,000	\$90.00
\$6,001-\$8,000	\$110.00
\$8,001-\$10,000	\$130.00
\$10,001-\$12,000	\$150.00
\$12,001-\$14,000	\$170.00
\$14,001-\$16,000	\$190.00
\$16,001-\$18,000	\$210.00
\$18,001-\$20,000	\$230.00

*If cost estimate is greater than \$20,000, please call 428-6561 for permit fee and other possible requirements.*

## MINIMUM INSPECTIONS REQUIRED

- Footings and/or foundation depth before pouring concrete and setting posts
- Framing before enclosing
- Final inspection upon completion

*24 hour advance notice is required.  
Call 428-6578 to schedule appointment*

## OWNER/APPLICANT RESPONSIBILITIES

- Ensure that a permit is obtained, in Room 121B of City Hall.
- Ensure all inspections are performed as above
- Ensure that work is performed as per plans submitted with application
- Ensure that no damage or encroachment occurs to adjacent property during construction

Metered parking is available on North Fitzhugh Street adjacent to the building. Other parking is available in the Sister Cities Garage across the street from City Hall. The office is open from 9:00 am - 4:45 pm.

## USEFUL INFORMATION

- A three (3) foot distance separation may be required between structure and side and rear lot lines
- Ramps for other than one (1) or two (2) family dwellings shall comply with Chapter 11 of the Building Code of New York State
- Handicapped ramps are required to be located in the side and rear yard provided the ramp does not obstruct access to required parking
- Temporary handicapped ramps proposed to be located in the front yard may be approved by the Director of Zoning through the Administrative Adjustment procedure per Section 120-191 of the Zoning Code
- If a property is located within a preservation district or is a landmark site, a Certificate of Appropriateness will be required from the Preservation Board. Call 428-7043 for more information
- Call 428-7043 for other Zoning information
- Call 428-6561 with any questions regarding construction details during the planning stages